



## KNIGHTDALE TOWN COUNCIL MINUTES

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950 Steeple Square Court, Knightdale, North Carolina 27545

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**March 4, 2013**

The Knightdale Town Council met at 7:00 p.m. at Knightdale Town Hall, 950 Steeple Square Court, Knightdale, North Carolina.

**PRESENT:** Mayor Russell Killen, Mayor Pro Tem Mike Chalk, Councilors Jeff Eddins, Tim Poirier, James Roberson and Dustin Tripp.

**ABSENT:** No one.

**Staff Members Present:** Clyde Holt, Town Attorney; Seth Lawless, Town Manager; Suzanne Yeatts, HR Director/Town Clerk; Jimmy Overton, Finance Director; Chris Hills, Planning Director; Fred Boone, Town Engineer/Public Works Director; Brian Bowman, Public Information Officer; Jason Godwin, Police Chief; Tim Guffey, Fire Chief; Jeff Triezenberg, Senior Planner; Jennifer Currin, Senior Planner.

Meeting called to order by Mayor Killen at 7:00 p.m.

### WELCOME

Welcome by Mayor Killen.

### INVOCATION

Invocation by Mayor Pro Tem Chalk.

### ITEM I. ADOPTION OF AGENDA

**...Motion by Councilor Eddins to adopt the agenda. Motion seconded by Councilor Tripp and carried unanimously.**

### ITEM II. APPROVAL OF MINUTES

February 20, 2013

**...Motion by Councilor Roberson to approve the minutes of February 20, 2013. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.**

ITEM III. PRESENTATIONS, RECOGNITIONS, AWARDS

A. Swearing in Police Officer Ginger Wells

Jason Godwin, Police Chief, introduced Ginger Wells as a newly hired Police Officer.

Mayor Killen administered the Oath of Office to Ms. Wells and welcomed her.

B. Multiple Sclerosis Awareness Week Proclamation

Mayor Killen proclaimed March 11–17, 2013 as “Multiple Sclerosis Awareness Week in Knightdale”.

C. Celebrate the Arts in Our Schools Week Proclamation

Mayor Killen proclaimed March 10-16, 2013 as “Celebrate the Arts in Our Schools Week”.

ITEM IV. PUBLIC

**Anyone may speak on an issue not included on tonight’s agenda. Before speaking, please state your name and address.**

A. Open to the Public

Richard Godwin, 101 Sycamore Street, Knightdale, voiced his concerns regarding current and future road conditions along Second Avenue.

Mayor Killen instructed staff to address Mr. Godwin’s concerns with the contractor and noted that Second Avenue is the top priority for Powell bill funding and improvements would begin as soon as the First Avenue project is complete.

B. Report on Citizen Inquiries

None at this time.

ITEM V. CONSENT AGENDA

Budget Amendment 2013 07

**Adopt Budget Amendment 2013 07.**

**...Motion by Mayor Pro Tem Chalk to adopt the consent agenda. Motion seconded by Councilor Poirier and carried unanimously.**

ITEM VI. ACTIONS REQUIRING PUBLIC HEARINGS

If you anticipate speaking during a public hearing at tonight's meeting, print your name and address on the form at the entry table. You must speak from the podium to assure accurate record of testimony. Large groups are asked to designate a spokesperson. If the Mayor announces that the hearing is a quasi-judicial public hearing, all speakers must be administered an oath by the Town Attorney.

None at this time.

ITEM VII. SET PUBLIC HEARINGS

A. ZTA-2-13 Construction Site Identification Sign Increased Allowance  
RES #13-03-04-001

Jeff Triezenberg, Senior Planner, presented a petition for a zoning text amendment from David Menaker of Holly Homes, LLC regarding increased allowances for construction site identification signs and answered questions from Council.

**...Motion by Councilor Eddins to adopt Resolution #13-03-04-001 setting the date of public hearing for April 1, 2013. Motion seconded by Councilor Poirier and carried unanimously.**

B. ZTA-7-12 Rutledge Landing Collector Street Plan Request  
RES #13-03-04-002

Senior Planner Jeff Triezenberg presented a petition for a zoning text amendment from Harold Yelle, on behalf of Rutledge Development Company, LLC, regarding a change to the Town's Collector Street Plan. Mr. Triezenberg explained the specific request to amend the Unified Development Ordinance removing the proposed collector connection at the current terminus of Rutledge Landing Drive from the Collector Street Plan.

**...Motion by Mayor Pro Tem Chalk to adopt Resolution #13-03-04-002 setting the date of public hearing for April 1, 2013. Motion seconded by Councilor Poirier and carried unanimously.**

ITEM VIII. TOWN ATTORNEY

Nothing at this time.

ITEM IX. OLD BUSINESS

None at this time.

ITEM X. NEW BUSINESS

A. Glenmere Subdivision Name  
RES #13-03-04-003

Jennifer Currin, Senior Planner, presented a resolution approving the subdivision name Glenmere for the proposed subdivision located southeast of the Fayetteville Street and South Smithfield Road intersection.

**...Motion by Councilor Poirier to adopt Resolution #13-03-04-003. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.**

B. Emergency Management Ordinance  
ORD #13-03-04-001

Tim Guffey, Fire Chief, reported that the current Ordinance Section 84.16 regarding State of Emergency Authorization should be repealed and presented an updated ordinance which creates a separate chapter for Emergency Management.

**...Motion by Councilor Eddins to repeal Section 84.16 State of Emergency Authorization. Motion seconded by Councilor Tripp and carried unanimously.**

**...Motion by Councilor Eddins to adopt Ordinance #13-03-04-001. Motion seconded by Councilor Poirier and carried unanimously.**

C. Emergency Operations Plan  
RES #13-03-04-004

Fire Chief Tim Guffey presented an updated Emergency Operations Plan noting the plan should be updated every five years and asked for Council approval.

**...Motion by Councilor Tripp to adopt Resolution #13-03-04-004 Town of Knightdale Emergency Operations Plan. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.**

ITEM XI. OTHER BUSINESS

Councilor Eddins recognized the Knightdale High School Boys Track and Field Team for receiving their third consecutive state title and requested staff update the signage on Knightdale Boulevard accordingly.

Councilor Roberson thanked the Town on behalf of Wake Technical Community College for supporting and participating in the upcoming Road Scholars 5K Run/Walk on March 16, 2013 from 8:00 a.m. until noon.

Town Manager Seth Lawless noted the Town's donation of \$2,500 for the event allowing any Town employee to participate with no entry fee.

ITEM XII. COMMITTEE REPORTS

A. Planning and Engineering  
No report.

B. Finance  
Mayor Pro Tem Chalk reported discussions of non-profit funding, tax rate, capital improvements, and priorities for transportation and street resurfacing.

C. Public Safety  
Councilor Eddins noted there was no meeting held.

D. Nominating  
No report.


E. Liaison Reports  
No report.


ITEM XIII. CLOSED SESSION FOR LEGAL OR PERSONNEL MATTERS

None at this time.

ITEM XIV. ADJOURNMENT

**...Motion by Councilor Roberson to adjourn at 7:41 p.m. Motion seconded by Councilor Eddins and carried unanimously.**

  
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Mayor Russell B. Killen

  
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Town Clerk Suzanne M. Yeatts